



Logistical and Administrative Support for EPA's Science Advisory Board

Technical Proposal, Original
July 7, 2011

Solicitation Number: SOL-DC-11-00014

Submitted to:

HPOD

US Environmental Protection Agency

Ariel Rios Building

1200 Pennsylvania Avenue, N. W.

Mail Code: 3803R

Washington DC 20460

Primary Point of Contact:

Jami Rodgers

Submitted by:

EnDyna

EnDyna, Inc.

7926 Jones Branch

Suite 620

McLean, Virginia 22102

(703)-848-8842

Contact Authorized to Negotiate and

Sign the Proposal on EnDyna's Behalf:

Smita Siddhanti, EnDyna, Inc. President

Phone: (703)-848-8842 (b)(4)

Fax: (703)-848-9001

Signature: 

EnDyna agrees with all terms, conditions, and provisions included in this solicitation. EnDyna agrees to furnish any or all items upon which prices are offered at the price set opposite each item.

July 6, 2011

Jami Rodgers
Contracting Officer
U.S. Environmental Protection Agency

Ref: Solicitation# SOL-DC-11-00014

Dear Mr. Rodgers:

EnDyna, Inc. is pleased to submit this proposal as the official offer in response to the EPA Solicitation Number *SOL-DC-11-00014 - Logistical and Administrative Support for EPA's Science Advisory Board*.

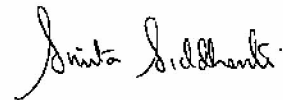
EnDyna is currently supporting USEPA in similar work with our prime contract for Green Conferencing Support in OCSPP and Communication and Outreach support for ESB/BPPD in Office of Pesticides. EnDyna is committed to the mission of USEPA and is looking forward to assisting EPA's Science Advisory Board in their important mission.

(b)(4)

Enclosed please find one (1) original and (3) copies of the technical proposal as well as one (1) original and three (3) copies of the cost proposal.

Our proposal will remain valid for a period of 180 days from the due date of this solicitation.

Sincerely,



Smita Siddhanti, Ph.D.
President

EnDyna, Inc.

(b)(4) @endyna.com

Technical Proposal and Cost Proposal printed on 100% recycled paper

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Section 4: Past Performance

4.0 INTRODUCTION

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Exhibit 4- 1: List of All Projects (Contracts and Subcontracts) Currently in Process or Completed within the Last 3 Years That Are Similar in Nature and Scope of Operations

Project	Period of Performance	Client	Relevance to PWS	Project (contract or subcontract number)
<i>Completed Projects</i>				
I. Technical Support to the National Center for Environmental Economics	12/2007-12/2010	USEPA/OPEI/ National Center for Environmental Economics (NCEE)	<ul style="list-style-type: none"> • Meeting support for EPA NAFTA Meeting and EPA CARE Conferences • Pre-Workshop Preparation, • Workshop Logistical Support • Facilitation • Note-taking • Documentation and Report Preparation 	EP-W-08-008
(b)(4)				

Project	Period of Performance	Client	Relevance to PWS	Project (contract or subcontract number)
(b)(4)				
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<i>Current Projects</i>				
I. Green Conferencing Support Services for the Office of Chemical Safety and Pollution Prevention	12/2010 – 11/2011	USEPA Office of Chemical Safety and Pollution Prevention	<ul style="list-style-type: none"> • Meeting support for FIFRA SAP FACA committee • Travel (GovTrip) • Pre-meeting Logistical Support • On-site Support • Documentation and Record Keeping 	EP-W-11-002
II. Support for Pesticide Environmental Stewardship Programs	4/2007-2/2012	USEPA/OPP/BioPesticides Division (BPPD)	<ul style="list-style-type: none"> • Logistical Meeting/Facilitation Support • Exhibit Support • Graphics and Communications Support • Development of Outreach and Communications Materials 	EP-W-07-012
III. DOT's Federal Motor Carrier Safety Administration's (FMCSA) National Training Center Support	9/2009 – 9/2014	DOT/FMCSA	<ul style="list-style-type: none"> • Training Logistics and Coordination • Travel (GovTrip) • Developing training materials, binding, shipping, etc. 	DTMC75-09-D-00003
(b)(4)				



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Smita Siddhanti, EnDyna, Inc. President

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Fax: (703)-848-9001

Signature: _____

Smita Siddhanti

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July 6, 2011

Jami Rodgers
Contracting Officer
U.S. Environmental Protection Agency

Ref: Cost Proposal for Solicitation# SOL-DC-11-00014

Dear Mr. Rodgers:

EnDyna, Inc. is pleased to submit this cost proposal in response to the Solicitation referenced above. (b)(4)

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Sincerely,



Smita Siddhanti, Ph.D.
President
EnDyna, Inc.
siddhanti@endyna.com

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SECTION K - Representations, Certifications, and Other Statements of Offerors

K.1 FAR 52.203-2 Certificate of Independent Price Determination (APR 1985)

(a) The offeror certifies that -

(1) The prices in this offer have been arrived at independently, without, for the purpose of restricting competition, any consultation, communication, or agreement with any other offeror or competitor relating to -

(i) Those prices;

(ii) The intention to submit an offer;, or

(iii) The methods or factors used to calculate the prices offered.

(2) The prices in this offer have not been and will not be knowingly disclosed by the offeror, directly or indirectly, to any other offeror or competitor before bid opening (in the case of a sealed bid solicitation) or contract award (in the case of a negotiated solicitation) unless otherwise required by law; and

(3) No attempt has been made or will be made by the offeror to induce any other concern to submit or not to submit an offer for the purpose of restricting competition.

(b) Each signature on the offer is considered to be a certification by the signatory that the signatory

(1) Is the person in the offeror's organization responsible for determining the prices being offered in this bid or proposal, and that the signatory has not participated and will not participate in any action contrary to paragraphs (a)(1) through (a)(3) of this provision; or

(2)(i) Has been authorized, in writing, to act as agent for the following principals in certifying that those principals have not participated, and will not participate in any action contrary to paragraphs (a)(1) through (a)(3) of this provision [*insert full name of person(s) in the offeror's organization responsible for determining the prices offered in this bid or proposal, and the title of his or her position in the offeror's organization*];

(ii) As an authorized agent, does certify that the principals named in subdivision (b)(2)(i) of this provision have not participated, and will not participate, in any action contrary to paragraphs (a)(1) through (a)(3) of this provision; and

(iii) As an agent, has not personally participated, and will not participate, in any action contrary to subparagraphs (a)(1) through (a)(3) of this provision.

(c) If the offeror deletes or modifies subparagraph (a)(2) of this provision, the offeror must furnish with its offer a signed statement setting forth in detail the circumstances of the disclosure.

(End of provision)

K.2 FAR 52.203-11 Certification and Disclosure Regarding Payments to Influence Certain Federal Transactions (SEP 2007)

K.3 FAR 52.204-3 Taxpayer Identification. (OCT 1998)

(a) *Definitions.*

"Common parent," as used in this provision, means that corporate entity that owns or controls an affiliated group of corporations that files its Federal income tax returns on a consolidated basis, and of which the offeror is a member.

"Taxpayer Identification Number (TIN)," as used in this provision, means the number required by the Internal Revenue Service (IRS) to be used by the offeror in reporting income tax and other returns. The TIN may be either a Social Security Number or an Employer Identification Number.

(b) All offerors must submit the information required in paragraphs (d) through (f) of this provision to comply with debt collection requirements of 31 U.S.C. 7701(c) and 3325(d), reporting requirements of 26 U.S.C. 6041, 6041A, and 6050M, and implementing regulations issued by the IRS. If the resulting contract is subject to the payment reporting requirements described in Federal Acquisition Regulation (FAR) 4.904, the failure or refusal by the offeror to furnish the information may result in a 31 percent reduction of payments otherwise due under the contract.

(c) The TIN may be used by the Government to collect and report on any delinquent amounts arising out of the offeror's relationship with the Government (31 U.S.C. 7701(c)(3)). If the resulting contract is subject to the payment reporting requirements described in FAR 4.904, the TIN provided hereunder may be matched with IRS records to verify the accuracy of the offeror's TIN.

(d) *Taxpayer Identification Number (TIN).*

☒ TIN: (b)(4)

☐ TIN has been applied for.

☐ TIN is not required because:

☐ Offeror is a nonresident alien, foreign corporation, or foreign partnership that does not have income effectively connected with the conduct of a trade or business in the United States and does not have an office or place of business or a fiscal paying agent in the United States;

☐ Offeror is an agency or instrumentality of a foreign government;

☐ Offeror is an agency or instrumentality of the Federal Government.

(e) *Type of organization.*

☐ Sole proprietorship;

☐ Partnership;

☒ Corporate entity (not tax-exempt);

☐ Corporate entity (tax-exempt);

☐ Government entity (Federal, State, or local);

☐ Foreign government;

☐ International organization per 26 CFR 1.6049-4;

☐ Other _____.

(f) *Common parent.*

[X] Offeror is not owned or controlled by a common parent as defined in paragraph (a) of this provision.

[] Name and TIN of common parent:

Name _____

TIN _____

(End of provision)

K.4 FAR 52.215-6 Place of Performance. (OCT 1997)

(a) The offeror or respondent, in the performance of any contract resulting from this solicitation, [] intends, [X] does not intend [*check applicable block*] to use one or more plants or facilities located at a different address from the address of the offeror or respondent as indicated in this proposal or response to request for information.

(b) If the offeror or respondent checks "intends" in paragraph (a) of this provision, it shall insert in the following spaces the required information:

<i>Place of Performance (Street Address, City, State, County, Zip Code)</i>	<i>Name and Address of Owner and Operator of the Plant or Respondent Facility if Other than Offeror or</i>
_____	_____
_____	_____

(End of provision)

K.5 FAR 52.223-13 Certification of Toxic Chemical Release Reporting (AUG 2003)

(a) Executive Order 13148, of April 21, 2000, Greening the Government through Leadership in Environmental Management, requires submission of this certification as a prerequisite for contract award.

(b) By signing this offer, the offeror certifies that -

(1) As the owner or operator of facilities that will be used in the performance of this contract that are subject to the filing and reporting requirements described in section 313 of the Emergency Planning and Community Right-to-Know Act of 1986 (EPCRA) (42 U.S.C. 11023) and section 6607 of the Pollution Prevention Act of 1990 (PPA) (42 U.S.C. 13106), the offeror will file and continue to file for such facilities for the life of the contract the Toxic Chemical Release Inventory Form (Form R) as described in sections 313(a) and (g) of EPCRA and section 6607 of PPA; or

(2) None of its owned or operated facilities to be used in the performance of this contract is subject to the Form R filing and reporting requirements because each such facility is exempt for at least one of the following reasons: (*Check each block that is applicable.*)

___ (i) The facility does not manufacture, process, or otherwise use any toxic chemicals listed in 40 CFR 372.65;

___ (ii) The facility does not have 10 or more full-time employees as specified in section 313(b)(1)(A) of EPCRA, 42 U.S.C. 11023(b)(1)(A);

___ (iii) The facility does not meet the reporting thresholds of toxic chemicals established under section 313(f) of EPCRA, 42 U.S.C. 11023(f) (including the alternate thresholds at 40 CFR 372.27, provided an appropriate certification form has been filed with EPA);

___ (iv) The facility does not fall within the following Standard Industrial Classification (SIC) codes or their corresponding North American Industry Classification System sectors:

(A) Major group code 10 (except 1011, 1081, and 1094.

(B) Major group code 12 (except 1241).

(C) Major group codes 20 through 39.

(D) Industry code 4911, 4931, or 4939 (limited to facilities that combust coal and/or oil for the purpose of generating power for distribution in commerce).

(E) Industry code 4953 (limited to facilities regulated under the Resource Conservation and Recovery Act, Subtitle C (42 U.S.C. 6921, et seq.), 5169, 5171, or 7389 (limited to facilities primarily engaged in solvent recovery services on a contract or fee basis); or

___ (v) The facility is not located in the United States or its outlying areas.

(End of provision)